

**Town of Coupeville
Special Council Meeting
September 30, 2014
3:30 pm**

Mayor Conard called the Special Meeting of the Coupeville Town Council to order at 3:30 pm.

PRESENT: Mayor Nancy Conard, Councilmembers Bob Clay, Diane Binder, Molly Hughes, and Jackie Henderson.

Council Action: A motion was made by Councilmember Bob Clay, second by Councilmember Jackie Henderson, to excuse Councilmember Pat Powell. The motion passed unanimously.

STAFF PRESENT: Clerk Treasurer Kelly Beech, Town Engineer Greg Cane, Town Planner Bridget Smith.

CHANGES AND APPROVAL OF THE AGENDA

Council Action: A motion was made by Councilmember Molly Hughes, second by Councilmember Jackie Henderson, to approve the Agenda as submitted. The motion passed unanimously.

APPROVAL OF MINUTES

The minutes of the Regular Meeting of September 9, 2014 were approved as corrected. The only correction noted was a misspelling on Joanne Pelant's name.

MAYOR'S REPORT

- Mayor Conard shared copies of the Coupeville Hub for Seniors flyer that would be distributed in the water bill.
- Mayor Conard reminded the Council of the Ebey's Forever Conference scheduled for Saturday.
- Finally, Mayor Conard provided the Council with copies of the financial information she provided at the Annual State of The Town presentation to the Chamber of Commerce.

OLD BUSINESS

1. **Second Reading and Adoption of Ordinance 714 prohibiting smoking and tobacco use in Town Parks and on Town trails – Staff recommends Adoption of Ordinance 714 prohibiting smoking and tobacco use in Town Parks and on Town trails.**

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Bob Clay, to approve the adoption of Ordinance 714 prohibiting smoking and tobacco use in Town Parks and on Town trails. The motion passed unanimously.

NEW BUSINESS

2. **Approval of Contract Revision - Equinox Research And Consulting International, Inc. - to provide services related to archaeological permit acquisition for the Madrona West water main replacement - Staff recommends approval of revised**

contract for Equinox Research And Consulting International, Inc. to provide services related to archaeological permit acquisition for the Madrona West water main replacement.

Questions were asked and answered and no changes were suggested.

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Bob Clay, to approve the revised contract for Equinox Research And Consulting International, Inc. to provide services related to archaeological permit acquisition for the Madrona West water main replacement. The motion passed unanimously.

3. Approval of SSDP-005-14, A Shoreline Substantial Development Permit for the Rehabilitation and reuse of the structure at 10 NW Front Street – Coupeville
Planning Commission recommends approval of SSDP-005-14, A Shoreline Substantial Development Permit for the Rehabilitation and reuse of the structure at 10 NW Front Street.

Questions were asked and answered and no changes were suggested.

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Bob Clay, to approve SSDP-005-14, A Shoreline Substantial Development Permit for the Rehabilitation and reuse of the structure at 10 NW Front Street, with the recommended conditions. The motion passed unanimously.

4. Approval of Special Events Permit Application #14-016, The Historic Coupeville Waterfront Association's Annual Torchlight Parade – Staff recommends approval of Special Events Permit Application #14-016, The Historic Coupeville Waterfront Association's Annual Torchlight Parade.

Questions were asked and answered and no changes were suggested.

Council Action: A motion was made by Councilmember Molly Hughes, second by Councilmember Jackie Henderson, to approve the Special Events Permit Application #14-016, The Historic Coupeville Waterfront Association's Annual Torchlight Parade. The motion passed unanimously.

5. Approval of September 30, 2014 Claims Vouchers/Warrants and August Payroll – Staff recommends approval of the September 30, 2014 claims vouchers/warrants/EFT Payments #30066 to #30126 for a total of \$201,474.90; and August 2014 payroll warrants #14900 to #14904 and #30042 to #30065 for a total of \$71,895.87.

Questions were asked and answered and no changes were suggested.

Council Action: A motion was made by Councilmember Molly Hughes, second by Councilmember Dianne Binder, to approve the September 30, 2014 claims vouchers/warrants/EFT Payments #30066 to #30126 for a total of \$201,474.90; and August 2014 payroll warrants #14900 to #14904 and #30042 to #30065 for a total of \$71,895.87. The motion passed unanimously.

DISCUSSION

Mayor Conard discussed progress on the 2015 Budget process and the proposed timeline. Dates for the Public Hearings for the 2014 Budget Revision, the 2015 Revenue Sources, 2015 Property Tax, and 2015 Budget will be formally scheduled during the next Regular Council Meeting. Mayor Conard shared revenue information from previous years and discussed with the Council that revenues would most likely remain similar for 2015. Questions were asked and answered.

STAFF REPORTS

Clerk Treasurer Kelly Beech presented the Council with her monthly report and briefly discussed the Washington Finance Officers Association annual conference. Questions were asked and answered.

Mayor Conard presented Marshal Rick Norrie's monthly report to the Council. Questions were asked and answered.

Town Planner Bridget Smith presented the council with statistics related to the permits she has processed since January. Bridget also informed the Council that she has been in communication with representatives handling the Hospital's construction project, about various Town Codes that will need to be considered during the application process. Questions were asked and answered.

COUNCIL REPORTS

Councilmember Molly Hughes briefly discussed turnover in the Ebey's Landing National Historical Reserve Trust Board and Friends of Ebey's Landing National Historical Reserve. Questions were asked and answered.

Councilmember Bob Clay informed the Council on the current status of Island Transit. Councilmember Clay also informed the Council that he attended the RTPO, Regional Transportation Planning Organization, meeting in September. The RTPO has a little over one million dollars to award in the grant cycle. Questions were asked and answered.

ADJOURNMENT: 5:42pm

Respectfully Submitted:

MAYOR:

Kelly Beech, Clerk Treasurer

Nancy Conard

A complete audio recording of this meeting is available upon request from the Clerk-Treasurer.